

degree. Additionally, the appellant indicated that she worked as a Regional Staff Nurse from March 2015 to the June 2016 closing date, as a Nurse at a Nursing and Rehabilitation home from September 2014 to February 2015, as a Certified Home Health Aide from September 2013 to July 2014 and from August 2012 to September 2013, and as a Lecturer from 2000 to 2011. Agency Services credited her with one year and 10 months of experience for her work as a Regional Staff Nurse and as a Nurse at the Nursing Rehabilitation home. However, it did not find any of her other experience applicable. Accordingly, Agency Services determined that the appellant was not eligible for the examination.

On appeal, the appellant asserts, among other things, that she possesses 22 years of experience as a Registered Nurse. Additionally, by letter dated June 22, 2018, she now provides an evaluation of her foreign transcript.

CONCLUSION

N.J.A.C. 4A:4-2.3(b) provides that applicants shall meet all requirements specified in the open competitive examination by the closing date. *N.J.A.C.* 4A:4-2.1(f) provides that examination applications may only be amended prior to the filing date.

In the instant matter, Agency Services correctly determined that the appellant is not eligible for the subject examination. Although the appellant now amends her original application and provides an evaluation of her foreign transcript, *N.J.A.C.* 4A:4-2.1(f) specifically states the application may only be amended prior to the announced closing date. Additionally, the letter she submits on appeal pertaining to the foreign transcript evaluation is dated June 22, 2018, which is more than two years after the June 2016 closing date of the examination. Since the appellant did not provide such information with her initial application, it cannot now be considered. Moreover, there is no basis to relax the provisions of *N.J.A.C.* 4A:4-2.3(b) and *N.J.A.C.* 4A:4-2.1(f) and accept her amended application since the eligible list is complete. It is noted that, even if the appellant's transcript was accepted, she still has not presented any substantive information to show that she possessed three years of applicable experience as noted above. Accordingly, Agency Services correctly determined that the appellant was ineligible for the examination and the appellant has failed to support her burden of proof in this matter.

ORDER

Therefore, it is ordered that this appeal be denied.

This is the final administrative determination in this matter. Any further review should be pursued in a judicial forum.

DECISION RENDERED BY THE
CIVIL SERVICE COMMISSION ON
THE 18th DAY OF JULY, 2018



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